

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: Tuesday, November 21, 2017

Board Members Present: S. King, B. Clancy, J. Mitchell, L. Franke

Others Present: A. Nizzia, C. Maricque, J. Driessen, K. Pahlow . N. Kohls, J. Titera, C. Jensky, S. Johnson, F. Scheurer

S. King called the meeting to order at 3:33 PM.

1. Action Item: Call to Order
2. Action Item: Approval of October 17, 2017 Minutes

Motion made by L. Franke , seconded by J. Mitchell , that the minutes from the October 17, 2017 Board meeting be approved. MOTION CARRIED UNANIMOUSLY.

3. Action Item: Approval of Agenda

Motion made by B. Clancy , seconded by L. Franke , that the agenda for today's meeting be approved. MOTION CARRIED UNANIMOUSLY.

4. Action Item: Addition of Open Forum to Agenda
Kim discussed the rational for adding an Open Forum to the Agenda.

Motion made by L. Franke , seconded by B. Clancy , that an Open Forum agenda item be added to the regularly scheduled Board meeting agendas. MOTION CARRIED UNANIMOUSLY.

5. Action Item: Donations
Donations for November included proceeds for Camp SOAR and Hopp Needs from several Knights of Columbus Councils, many art and craft supplies, coats, magic show tickets and toys.

Motion made by J. Mitchell , seconded by L. Franke, that this month's donations be approved. MOTION CARRIED UNANIMOUSLY.

6. Action Item: Payment of Bills
The expenses from October 1, 2017 thru October 31, 2017 were reviewed and discussed. Carolyn indicated that a portion of the CESA payment was reimbursed by CESA in November. The CESA position also provides services to West DePere and DePere, so the CESA contract was reviewed with the other districts and updated to reflect the caseload for each of the districts.

Motion made by J. Mitchell, seconded by B. Clancy, that the payment of the bills be approved. MOTION CARRIED UNANIMOUSLY.

7. Action Item: Financial Report

A summary of the Revenue and Expenditures as of October 31, 2017 were reviewed and discussed. Carolyn explained the larger expenses in detail. Building operational expenses included the summer expenses of the painting of the lockers and hallways and the installation of the base boards. Approved leave for several staff created the substitute funds to be over budget. Payments for hours worked in the summer for aide positions occur at the beginning of the year, so this will even out by end of the school year. By the end of the year the negative balances should be offset by savings in other areas or the remaining activity for the area.

Motion made by B. Clancy, seconded by L. Franke, that the financial report be accepted. MOTION CARRIED UNANIMOUSLY.

8. Action Item: 2017-18 Budget Adjustment

At the County Board Budget Meeting on November 7, 2017, an additional \$86,000 in levy was approved to help fund the health insurance premium increase. This adjustment will be made in Alio.

Motion made by L. Franke, seconded by J. Mitchell, that the budget adjustment to increase property tax and health insurance premiums by \$86,000 be approved. MOTION CARRIED UNANIMOUSLY.

9. Discussion Item: Speech and Language Department Presentation

Abbie introduced speech therapist J. Titera, S. Johnson, and F. Scheurer. Together, they shared an overview of their responsibilities, the importance of communication, equipment that is used for students to reach their goals and how devices are used at home and out in the community. A challenge of the role includes paper work that is involved with grant writing, IEPs and monthly MA billing.

10. Discussion Item: Administrators' Report

Abbie Nizzia, Principal: Thanked the Board for the staff treats this year. Several staff members have been attending conferences this fall and will report back ideas and resources to our staff at staff meetings.

John Driessen, Special Ed Director: Several district staff members are attending training on Leveled Literacy Intervention (LLI) as well as a math recovery program and training in Early Childhood assessments and curriculum. John is working with the district to help with associated fees and payment for substitutes.

Kim Pahlow, Administrator: Kim reported that the leadership team is working on entering and submitting accurate state required data to the Department of Public Instruction (DPI) by the required deadlines. The data that is entered affects our funding and financial reimbursements. The Compensation Committee consisting of staff and therapists met, set operating norms and will be looking at compensation plans. Teachers/Therapists have been working on their Professional Growth Plan

and meeting with either Kim, Abbie or John to discuss their professional growth goals and plans for providing student learning throughout the year. Kim attended a WSPA conference to learn more about the DPI decision to have active teaching licenses turn into a lifetime license. DPI is still working out all the details and have not yet addressed CDEB schools. The duplex on Patrick Henry Way was sold.

11. Discussion Item: Parent Organization Report

The PO has a fundraiser planned for December 2nd at Barnes and Noble. Volunteers are needed to work at the welcome desk and wrap gifts. Proceeds from the sales will go to the PO. Planning is also underway for the annual Winter Blast.

12. Executive Session: The Board will move to executive session as allowed by Wisconsin Statute stats 19.85 (1)(f) pursuant to personnel.

Motion made by L. Franke, seconded by B. Clancy, to move to Executive Session. MOTION CARRIED UNANIMOUSLY.

Returned to open session at 4:55.

13. Action Item: Adjournment

Motion made by J. Mitchell , seconded by L. Franke , to adjourn the meeting at 4:56 PM. MOTION CARRIED UNANIMOUSLY.